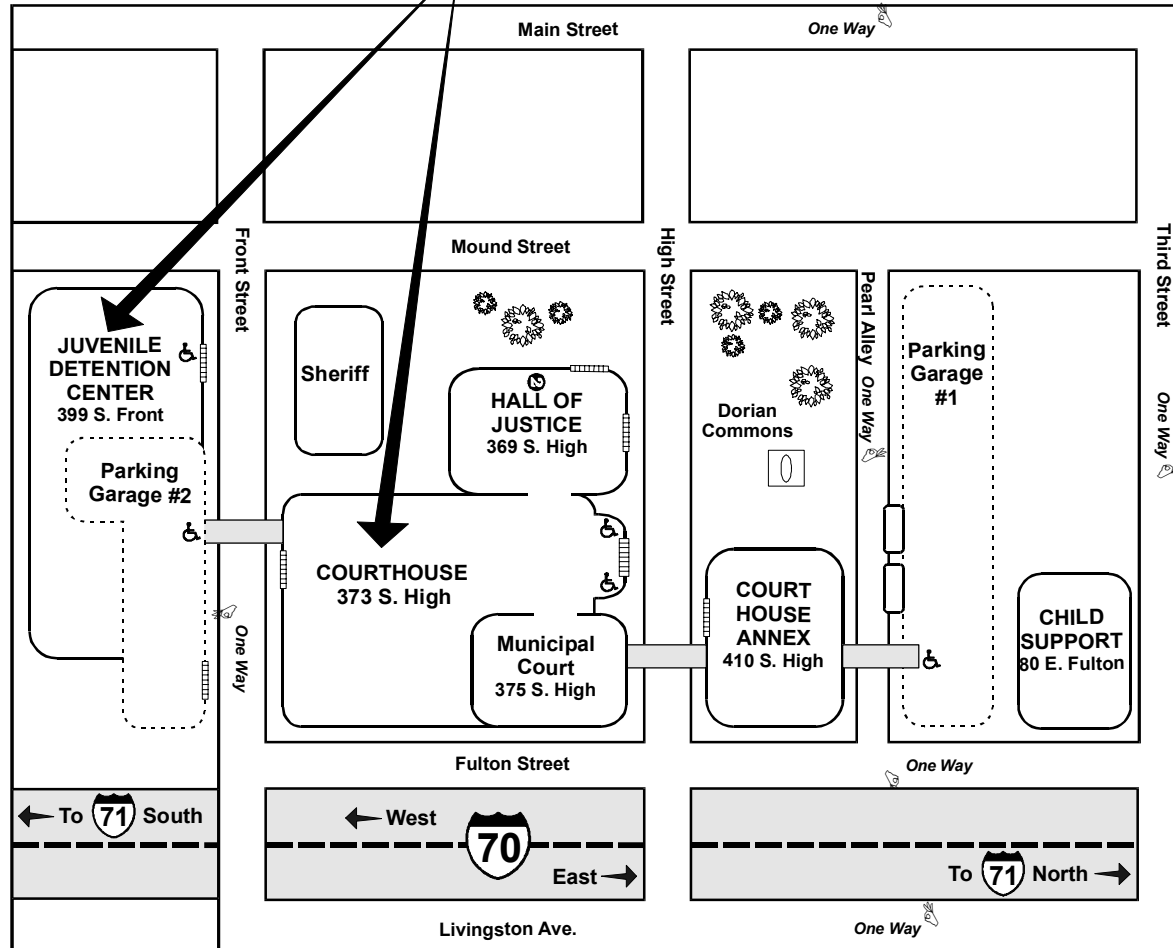




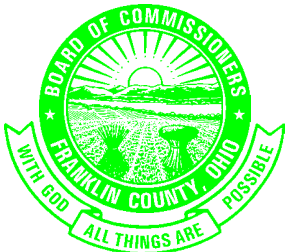
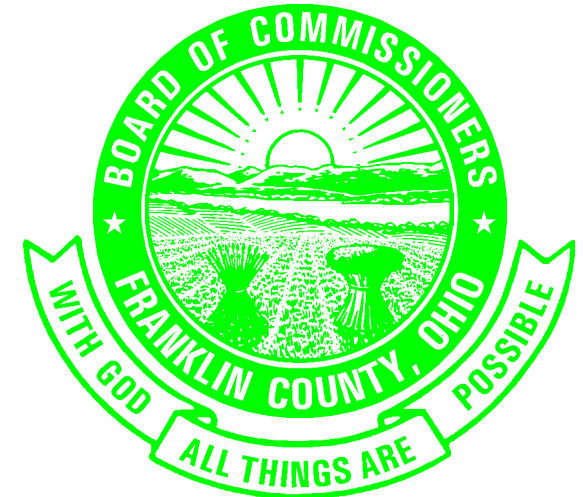
## Map of Downtown Area Court Hearing Sites



CSEA-PAM-5

**IMPORTANT  
INFORMATION  
REGARDING  
YOUR  
SCHEDULED**

.....  
**COURT  
HEARING**  
.....



**FRANKLIN COUNTY COMMISSIONERS**

**MARY JO KILROY • DEWEY R. STOKES • PAULA BROOKS**

**The Franklin County  
Child Support Enforcement Agency  
80 East Fulton Street  
Columbus, Ohio 43215-5147**

Your case is now in the Franklin County CSEA's Litigation Department and has been set for a court hearing. This court hearing will be held at either 399 S. Front Street or 373 S. High Street (see map on back). Please note where your hearing is scheduled and be certain to bring your notice and hearing letter with you to court. Please check in with the bailiff upon your arrival at court.

There may be several cases scheduled at the same time as yours. The CSEA attorney for your case may also have several cases, SO PLEASE BE PATIENT. Please arrive promptly for your hearing. Although there may be other cases scheduled, your late arrival may result in your case being continued or dismissed.

Children do not need to be present for the hearing. If it is at all possible, please do not bring them. No day care services are provided. If children are disruptive, fidgety or loud, it may result in your hearing being continued to another date.

Please dress appropriately and demonstrate respect for the court. No tank tops, crop tops, shorts or T-shirts with vulgar sayings are permitted. Inappropriate dress may also result in the delay of your case.

In order to help you better understand the important role you play in the court hearing process, answers to the following commonly asked questions are provided:

### **How can I help in this process?**

In some cases, CSEA may need your assistance in locating an address or employer

for the noncustodial parent. You may have access to information not readily available to CSEA. Your cooperation in these location efforts may result in a faster and better resolution of your case.

### **Must I attend the court hearing?**

You need to attend every court hearing unless the CSEA attorney tells you otherwise. If you fail to attend your hearing, your consequences may be severe. Your case could be continued or dismissed, or the court could issue a ruling unfavorable to you. If you receive public assistance, your benefits could be eliminated or reduced if you fail to appear for your court hearing. It may be possible to arrange a continuance prior to the hearing, however, you must contact the assigned CSEA attorney as far in advance as possible.

### **What should I bring to court?**

If you are scheduled for a hearing during which the court will determine the amount of child support, you should bring the following: your most recent income tax return, your last three pay stubs, receipts for day care, and documentation of the cost of medical insurance for the child(ren), if applicable. (For example, the difference in the cost between family and single coverage.)

### **Do I need an attorney?**

Any party may be represented by an attorney at court, although it is not required. Please be aware that the noncustodial parent may request a continuance in order that he or she may obtain counsel. These continuances are routinely granted by the court.

### **How long will the hearing take?**

It is difficult to predict the length of any court hearing. There may be several hearings scheduled at the same time and each requires individual attention. Please plan to be at court for either the entire morning or afternoon that your case is scheduled.

### **What happens after the hearing?**

If your case is resolved by agreement of the parties, the court will send copies of the court's order to all of the parties within four to six weeks after the hearing. If there is a contested hearing, the court may take the matter under advisement and issue a written ruling at a later time. This order will also be mailed to the parties by the court. Should any party disagree with the court's ruling, an objection to the magistrate's decision or an appeal may be filed. The court's order will contain information regarding the filing of objections and appeals. These must be done within the time allotted by law.

### **What happens to my child support order during and after the court process?**

The support officer assigned to your case maintains the ongoing administration of your child support case even while the case is in litigation. If you have questions or information relative to the pending court matter, you should contact the CSEA attorney assigned to the case or his/her secretary. After the hearing, if you have questions about payments, you should contact your support officer.